



CITY COUNCIL REGULAR MEETING MINUTES

Monday, June 03, 2013 at 7:00 p.m.

Camas City Hall, 616 NE 4th Avenue

I. CALL TO ORDER

Mayor Scott Higgins called the meeting to order at 7 p.m.

II. PLEDGE OF ALLEGIANCE

III. ROLL CALL

Present: Greg Anderson, Don Chaney, Linda Dietzman, Tim Hazen, Steve Hogan, Melissa Smith and Shannon Turk

Staff: Phil Bourquin, James Carothers, Jan Coppola, Sherry Coulter, Jennifer Gorsuch, Roger Knapp, Mitch Lackey, Eric Levison and Nina Regor

Press: There were no members of the press present.

IV. PUBLIC COMMENTS

There were no comments from the public.

V. CONSENT AGENDA

- A.** Approve the minutes of the May 20, 2013, Camas City Council Meeting and the work session minutes of May 20, 2013

[May 20 City Council Meeting](#) 

[May 20 Workshop Meeting](#) 

- B.** Approve claim checks 117261-117409, in the amount of \$1,170,754.94.

- C.** Authorize the Mayor to sign the Public Works Trust Fund (PWTF) Loan Agreement (PR13-951-108) in the amount of \$300,000 for Project S-566 NW Friberg Street and Goodwin Road Street Improvements. (submitted by James Hodges, Project Manager)

[PWTF Loan Agreement PR13-951-108](#) 

- D.** Authorize release of retainage for Project for P-871 Community Center Roof Replacement in the amount of \$2,327.06 to Gregg Roofing. All required releases have been received. (submitted by James Hodges, Project Manager)

[P-871 Est 1](#) 

- E.** Approve Pay Estimate No. 4 for Project WS-713 Wastewater Treatment Facilities Improvements (WWTF), Phase 2B in the amount of \$56,125.20 to Contractors Northwest, Inc., for work completed through May 15, 2013. This project is fully funded. (submitted by James Hodges, Project Manager)

[WS-713 Pay Estimate 4](#) 

- F.** Approve Pay Estimate No. 2 for Project S-545 NW 38th/SE 20th Street Improvements, Phase 1, for work completed from April 1, 2013 through April 30, 2013. (submitted by Anita Ashton, Engineer III)

[S-545 NW 38th-SE20th Pay Estimate 2](#) 

- G.** Authorize the Mayor to sign the road easement agreement with Longview Fiber for Jones/Boulder Creek Access. (submitted by Eric Levison, Public Works Director)

[City of Camas Easement](#) 

- H.** Authorize the Mayor to sign the professional services agreement with Ecosafe to perform an evaluation of the street lighting system in the amount of \$10,500. (submitted by Eric Levison, Public Works Director)

[Ecosafe Proposal](#) 

- I.** Authorize the Mayor to sign the professional services contract with Kennedy /Jenks Consultants for an optimization study for the Waste Water Treatment Plant (WWTP) in the amount of \$37,503. (submitted by Eric Levison, Public Works Director)

[Kennedy/Jenks Proposal](#) 

- J.** Authorize the bid award of the 2013 Slurry Seal Contract to the responsible low bidder, Blackline, Inc., in the amount of \$134,139. (submitted by Eric Levison, Public Works Director)

[Slurry Bid](#) 

- K.** Authorize the Mayor to sign the Department of Commerce Energy Efficiency Grant Contract in the amount of \$110,711 which will be used for the energy efficiency improvements included in Project P-877 HVAC Energy Audit Police Department and Library (submitted by Eric Levison, Public Works Director)

[Commerce Energy Grant Contract](#) 

It was moved by Linda Dietzman, seconded by Greg Anderson to approve the Consent Agenda. The motion carried unanimously.

NOTE: Any item on the Consent Agenda may be removed from the Consent Agenda for general discussion or action.

VI. NON-AGENDA ITEMS

A. Staff

There were no comments from staff.

B. Council

Turk commented on Lloyd Halverson's retirement event and recognized Joan Durgin and Jim Dickinson for their long-term tenure with the City.

Mayor and Anderson echoed Turk's comments.

Chaney recognized and congratulated the Camas High School student athletes for their athletic achievements.

VII. MAYOR

A. Announcements

There were no announcements.

B. Appointments to Library Board of Trustees

Mayor Higgins appointed Carolee Dewars, Julie Ann Hill and Kevin Owen to the Library Board of Trustees. Carolee Dewars will fulfill an unexpired term which ends on December 31, 2017; Julie Ann Hill will fulfill an unexpired term which ends on December 31, 2016 and Kevin Owen will fulfill an unexpired term which ends on December 31, 2013.

It was moved by Melissa Smith, seconded by Don Chaney to confirm the Mayor's appointments to the Library Board of Trustees. The motion carried unanimously.

VIII. COMMUNITY DEVELOPMENT

A. Public Hearing - Revising and Extending the Comprehensive Six (6) Year Street Plan


Details: The six-year transportation improvement program, also known as the six-year street plan, is to be updated by municipal agencies annually per RCW 35.77.010. This year's updates capture the projects from the 2012 Transportation Impact Fee Update list as well as changes to the Capital Facilities Plan list adopted in conjunction with the

2013 budget. Projects are dropped from the list annually once the construction phase has started and is fully funded. The plan and map attached for the hearing have only minor updates from the May 20th Workshop attachments. Inconsistencies that were on the map are now updated to coincide with the plan list. The plan list revisions include changes to the Improvement Type Codes to match the updated Appendix A, as well as changes to the Federal Fund Codes and State Fund Codes to match the updated Appendix C. The appendices were updated to include the new Appendix A and Appendix C. The notice of public hearing was posted on the City's website, at the Post Office, City Hall, the Camas Library, and in the Camas/Washougal Post Record on May 21st and May 28th.

Department/Presenter: James Carothers, Engineering Manager

[6yr_14-19 STIP Draft 2](#) 

[6yr_14-19 MAP Draft 2](#) 

[Appendices 2013_amended](#) 

Mayor opened the public hearing at 7:08 p.m. Mayor closed the public hearing at 7:32 p.m., as there were no comments from the public.

It was moved by Greg Anderson, seconded by Melissa Smith to authorize the preparation of a resolution to adopt the Camas Comprehensive Six Year Street Plan. The motion carried unanimously.

IX. HUMAN RESOURCES

A. [Resolution No. 1271 Revising the City of Camas Job Description Titled Public Works Project Manager](#)

Details: The title for this position is being revised to Project Manager and minor changes have been made in the job description - both of which more accurately reflect the duties. The salary scale for the position remains unchanged.

Department/Presenter: Jennifer Gorsuch, Human Resources Director

[Resolution 1271](#) 

[Project Manager Job Description](#) 

It was moved by Linda Dietzman, seconded by Steve Hogan that Resolution No. 1271 be read by title only. The motion carried unanimously.

It was moved by Linda Dietzman, seconded by Melissa Smith that Resolution No. 1271 be adopted. The motion carried unanimously.

X. ADMINISTRATION

A. Ratification of Finance Director Position

Details: The City Code requires the Mayor to hire the City's Finance Director, and that the decision be ratified by the City Council. On May 23, 2013, Mayor Higgins offered the Finance Director position to Cathy Huber Nickerson, effective July 8, 2013, and she accepted. (See attached employment agreement.) The purpose of this agenda item was to ratify the filling of the Finance Director position.

Department/Presenter: Nina Regor, City Administrator

[Employment Agreement](#) 

It was moved by Shannon Turk, seconded by Steve Hogan to ratify the Mayor's decision to fill the Finance Director position with Cathy Huber Nickerson. The motion carried unanimously.

XI. EXECUTIVE SESSION (item added - June 3, 2013)

A. Labor Relations

Roger Knapp, City Attorney, clarified that Council will go into a closed session to discuss labor relations and that the meeting will be adjourned at that time.

XII. ADJOURNMENT

The meeting adjourned at 7:22 p.m. Council went into a closed session to discuss labor relations.

NOTE: The City of Camas welcomes and encourages the participation of all of its citizens in the public meeting process. A special effort will be made to ensure that a person with special needs has the opportunity to participate. For more information, please call 360.834.6864.

Quick Preview of Agenda and Supporting Documents - Posted May 30, 2013

[Council Agenda with Supporting Documents](#) 

Mayor

City Clerk